

**WASHBURN UNIVERSITY OF TOPEKA**  
**BOARD OF REGENTS**  
**MINUTES**  
**September 12, 2024**

**I. Call to Order**

Chair Dietrick called the meeting to order at 3:30 p.m. in the Kansas Room of the Memorial Union on the Washburn University campus.

**II. Roll Call**

Present were:

Regent Buhler  
Regent Dicus  
Regent Dietrick  
Regent Fisher  
Regent Sourk

**III. Fiscal Year 2024 Revenue Neutral Rate Hearing**

Regent Dietrick asked Vice President Luther Lee to give an update on this item.

Regent Nave arrived at 3:34 p.m. before the Chair opened the Public Hearing.

Chair Dietrick described the process that would be followed and then declared the hearing open for public comment at 3:34 p.m. Chair Dietrick then asked if anyone present wished to speak at the open hearing. Secretary Fried announced no one had signed up to speak in advance. With no one responding to Chair Dietrick's question, he closed the hearing at 3:35 p.m.

It was moved by Regent Dicus and seconded by Regent Nave to approve the revenue neutral rate published. A roll call vote was taken, and the results were as follows:

Regent Buhler – Yes  
Regent Dicus – Yes  
Regent Dietrick – Yes  
Regent Fisher – Yes  
Regent Nave – Yes  
Regent Sourk – Yes

The open meeting resumed at 3:36 p.m.

#### **IV. Fiscal Year 2025 Public Budget Hearing**

Vice President Luther Lee recapped the steps taken previously to prepare the FY2025 budget and noted it was published in the Topeka Capital Journal.

Chair Dietrick described the process that would be followed and then declared the hearing open for public comment at 3:38 p.m. Secretary Fried announced that no one had signed up to speak at the hearing. Chair Dietrick then asked if anyone present wished to speak at the hearing. No one responded. Chair Dietrick closed the public hearing at 3:39 p.m. It was moved by Regent Buhler and seconded by Regent Fisher to approve the budget as published. Motion passed.

The open meeting resumed at 3:40 p.m.

#### **V. Reports**

##### **A. Chair's Report**

Chair Dietrick shared the Board held a retreat in July. The Board heard a presentation on the campus master plan as well as the upcoming fundraising campaign. The majority of their time was spent in a strategic governance work session led by a consultant from AGB. Chair Dietrick shared they formed a working group comprised of Regent Sourk, Regent Buhler, Regent Romero, Regent Dietrick, President Mazachek, Mr. Fried, and Ms. Holthaus to update the By-Laws and restructure committees. A meeting has been scheduled for October 10 with the full Board of Regents to finalize the documents.

Chair Dietrick recognized Regent Shelly Buhler, the outgoing Chair of the Board. Regent Buhler led the Board during the national search for hiring our next President, Dr. JuliAnn Mazachek. Her calm, steady leadership helped keep the Board focused and moving in a positive direction.

##### **B. President's Report**

President Mazachek noted this is the first meeting of the school year. So many things are happening on campus. The classrooms are full, residence halls are at capacity, and the activities on campus have been well attended and full of energy. Over 500 students attended WU Fest and the Career Fair hosted over 120 employers and had the most students ever attend. The first home football game is this weekend, the volleyball team is playing on the road and our first women's golf team competition is underway. The foot traffic on campus has also changed with the remodeling of Plass. It is now home to our Library, Center for Student Success, Career Engagement, International Programs as well as First Generation. The President will hold town halls in October to share information including the campus master plan and the Modern Think Survey.

President Mazachek recognized the efforts of those who worked this past year to improve our marks and branding and noted a digital presence is important. The new design is bolder and brings together all our campuses.

The President recognized the Mulvane Art Museum celebrated 100 years this past weekend with a reception and a community party. The School of Nursing will celebrate their 50<sup>th</sup> Anniversary at the end of September.

## **VI. Presentations**

Chair Dietrick introduced Dan Warner, Planning Division Director, for the City of Topeka. Mr. Warner shared the updated City of Topeka Neighborhood Revitalization Plan. Topeka was the first city to adopt the Neighborhood Revitalization Plan in 1995. The city has approved it 9 times since then. The current plan expires on December 31, 2024. The city will meet with all taxing entities before it expires.

## **VII. New Business**

### **A. Consent Agenda**

Motion by Regent Sourk and seconded by Regent Nave to approve the consent agenda. Motion passed.

- 1. Approval of the Minutes of June 13, 2024, and July 23, 2024, Meetings**
- 2. Liquidated Claims Approval – April 2024**
- 3. Liquidated Claims Approval – May 2024**
- 4. Liquidated Claims Approval – June 2024**

At 4:00 p.m. Chair Dietrick moved to go into Executive Session for 15 minutes following a 5-minute break for consultation with the general counsel which would be deemed privileged in the attorney-client relationship. The subject of this executive session will be to provide legal advice to the Board on potential legal responsibilities and/or legal consequences of litigation and contractual matters. The opening meeting shall resume at 4:20 p.m. in the same room. Regent Sourk seconded the motion. Motion passed. The executive session started at 4:05 p.m.

The open meeting resumed at 4:20 p.m.

### **B. Action Items**

- 1. Eminentes Universitatis**

Vice President Luther Lee presented this item. Washburn University awards the Eminentes Universitatis designation to long-term employees who meet the following requirements: employed as a technical instructor, staff employee for ten years or more; retire in good standing; and service performed has been meritorious. Today, Washburn is pleased to recommend this honor be bestowed to three employees.

Debi Oshel began her service at Washburn University as a Senior Administrative Assistant for Payroll in September 2013. She diligently served all faculty, staff and student employees by assisting with the completion of payroll paperwork. Ms. Oshel was nominated twice for Employee of the Year and demonstrated exceptional dedication with her attention to detail and contributions to the institution. Ms. Oshel retired on August 20, 2024.

Margo Stewart held several different positions since starting with Washburn in 2014. She provided administrative support within the Registrar's Office, Curriculum and Instruction, and her most recent position within Facilities Services. Ms. Stewart's dedication and work ethic can only be surpassed by her joyful and energetic personality. She has been an asset for the Facilities Services department and instrumental in paying thousands of invoices. Ms. Stewart retired on August 9, 2024.

Donna Vilander began her service at Washburn University in August 1994 as an administrative assistant for Washburn's Foundation office. In 1996, she transferred to the School of Law. With her knowledge and willingness to help others, she became a resource for students, faculty and staff. She coordinated numerous Continuing Legal Education programs. In 2002, Ms. Vilander was the support staff for the then newly created Centers for Excellence. In 2018, she received the Washburn University Outstand Service Award. Ms. Vilander will retire on October 4, 2024.

The President recommends the Board of Regents bestow the status of Eminentes Universitatis to Debi Oshel, Margo Stewart, and Donna Vilander.

Motion by Regent Buhler and seconded by Regent Dicus. Motion passed.

## **2. Falley Field Upgrades**

Vice President Luther Lee presented this item and shared the University is seeking approval of the next phase in upgrades to Falley Field. The upgrade will include replacing the current stadium lighting with new LED lighting and adding wall pads to the outfield. The recommendation is to use Musco Lighting. They provided the lighting for Yager Stadium and Gahnstrom Field and this will allow consistency in equipment and operations across campus.

Washburn recommends using Sports Graphics to provide the wall padding in the outfield. They also provided the padding at Gahnstrom Field and will help maintain consistency in appearance and maintenance.

Motion by Regent Sourk and seconded by Regent Nave. Motion passed.

### **3. Bennett Remodel**

Vice President Luther Lee presented this item. The remodel of the Bennett Computer Center will support relocating ITS staff in this building. The renovation will reconfigure exiting office space for staff who are currently located in Morgan Hall or Henderson Resource Learning Center. Washburn issued an RFP and received bids from four contractors. The recommendation is to award the contract to Shirley Construction.

Motion by Regent Dicus and seconded by Regent Fisher. Motion passed.

### **4. Renewal of Casualty and Property Insurance Policies**

Vice President Luther Lee presented this item and shared the University has experienced significant cost increases due to the changes in the insurance market for higher ed and property coverage.

Vice President Lee introduced Mark Wilkerson from IMA Financial, Inc. to provide further information. Mr. Wilkerson shared the current carrier is 22% higher. There are options for different deductibles and loss limits. The current policy expires October 1, 2024. IMA will need another week to finalize the proposal.

Regent Sourk moved to approve Dr. Mazachek and Vice President Lee continue negotiating with IMA up to \$1,530,979.65 for all insurance. It was seconded by Regent Dicus. Motion passed.

### **5. Xingmi Education, LLC Amended Contract**

Provost John Fritch presented this item. The University has worked collaboratively to develop a program with Liaoning University, located in China, for a joint English Education program. Washburn has an agreement with Xingmi Education, LLC, to facilitate getting the approval from the Chinese Ministry of Education, which is a complicated process. It is recommended the Board approve the amended contract with Xingmi Education, LLC.

Provost Fritch recognized Marc Fried and Luther Lee for all their work on the contract, as well as Laura Stephenson and Danny Wade for their efforts in making sure the education offered in China meets Washburn standards.

Motion by Regent Nave and seconded by Regent Buhler. Motion passed.

**VIII. Next Meeting Date**

**A. Board of Regent Meeting - October 17, 2024**

**IX. Executive Session**

At 4:55 p.m. Chair Dietrick moved the regular session be recessed immediately following a 5-minute break into executive session for approximately 15 minutes. The subject of this executive session will be to discuss possible acquisition of real property to support existing and/or new academic programs. The open meeting shall resume at 5:15 p.m. Regent Sourk seconded the motion. Motion passed. The executive session started at 5:00 p.m.

**VII. Adjournment**

The open meeting resumed and Chair Dietrick declared the meeting adjourned at 5:16 p.m.

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Marc Fried  
Secretary, Board of Regents